

# CHAPTER 14

## SYSTEM CONFIGURATION

### SECTION 14.1

#### SAP HIERARCHY

##### 14.1.1 INTRODUCTION

Before you begin to learn something about Organizational Management, an introduction to some basic concepts will be helpful. As you learn more and more about ISIS HR, their significance to the structure of ISIS HR will become clear.

The ISIS HR hierarchy consists of four major elements—employee group, employee sub group, personnel sub area and personnel area—that are arranged in successive levels and are interdependent. The hierarchy provides for the classification of employees by their relationship within the agency, their status, and their payroll accounting and benefits area. These hierarchical elements are attached to the position itself. The document entitled “The ISIS-HR Hierarchy” further explains the four elements and gives examples of each. In addition, the Valid Hierarchy Combinations document shows all the permitted relationships among these elements that will exist, or be allowed, in ISIS HR.

When you begin attending ISIS HR training classes, and then actually begin working in the system, you'll also hear a lot about objects and object types. Simply put, an object type allows you to classify objects according to certain features and types of information and arrange them in particular categories. **Object** is the operative word in Organizational Management!

While there are many object types, the following ones are most commonly used:

- **O** = Organization
- **S** = Position
- **C** = Job
- **P** = Person
- **K** = Cost Center

(On the structure tree in ISIS-HR, the alpha codes will generally be used, rather than the text title, to distinguish object types within your organization. You will need to know these abbreviations in order to understand what you're viewing.)

We'll discuss the relationships of several of these objects later.

An infotype is a logical grouping of data on a screen or panel displaying information or offering it for editing. Infotypes are where you, the user, will enter and execute all organizational management and personnel management actions. Infotypes are used to associate stored information with a specific identification number of an org unit, a job, a position, or an employee. Each infotype has a unique ID number. While the number no longer appears on the screens of ISIS-HR as it did in earlier releases of SAP, the system still recognizes these numbers and they can be typed into “shortcut” fields to take you directly to one infotype from another one, if necessary.

For example, all 1000+ Infotypes are organizational Infotypes which reside in Organizational Management.

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Relationships are the connections that exist between objects. They are defined by creating and maintaining relationship infotype records (Infotype 1001) in Organizational Management. In the infotype record, you will specify the two objects concerned and the type of relationship between them. Understanding these relationships is critical to working in ISIS HR.

#### Organizational Management

While you may be working within different areas of ISIS-HR, such as Time Management, Payroll, Information Systems and Personnel Management, this portion of the IAG will concentrate on Organizational Management.

Organizational Management is where our organizational structure is set up. Most of the maintenance of organization units and positions is performed in the Organizational Management portion of ISIS-HR. The Object and Relationship infotypes are the most important infotypes in OM. This will be used to view the objects, and the relationships between objects, in the organization.

When a position is initially established, we assign--at the position level--the personnel area and personnel sub-area, and the employee group and employee sub-group. The definitions of these terms are found in the Hierarchy Definitions document, but basically these are divisions/subdivisions of the position population and the organizational structure which determine how the employee occupying a position is paid, describe his status within the organization, and describe the organizational unit where the position resides. These will be defined in the Account Assignment Feature and Position Attributes Feature in Organizational Management when you initially establish a position. In training, the importance of selecting correct and valid combinations will be explained, especially since the system will not prevent the user from entering invalid or non-existent combinations. As you will see from the Valid Hierarchy Combinations sheet, these selections drive coding in the financial system. Incorrect choices could result in an employee not earning leave, not being enrolled in the correct retirement system or not being offered the correct benefits such as insurance. These will also affect your BR9. The Valid Hierarchy Combinations spreadsheet is a work in progress, and you will be provided updated versions as we make changes. This is a reference source you'll use quite often in ISIS HR.

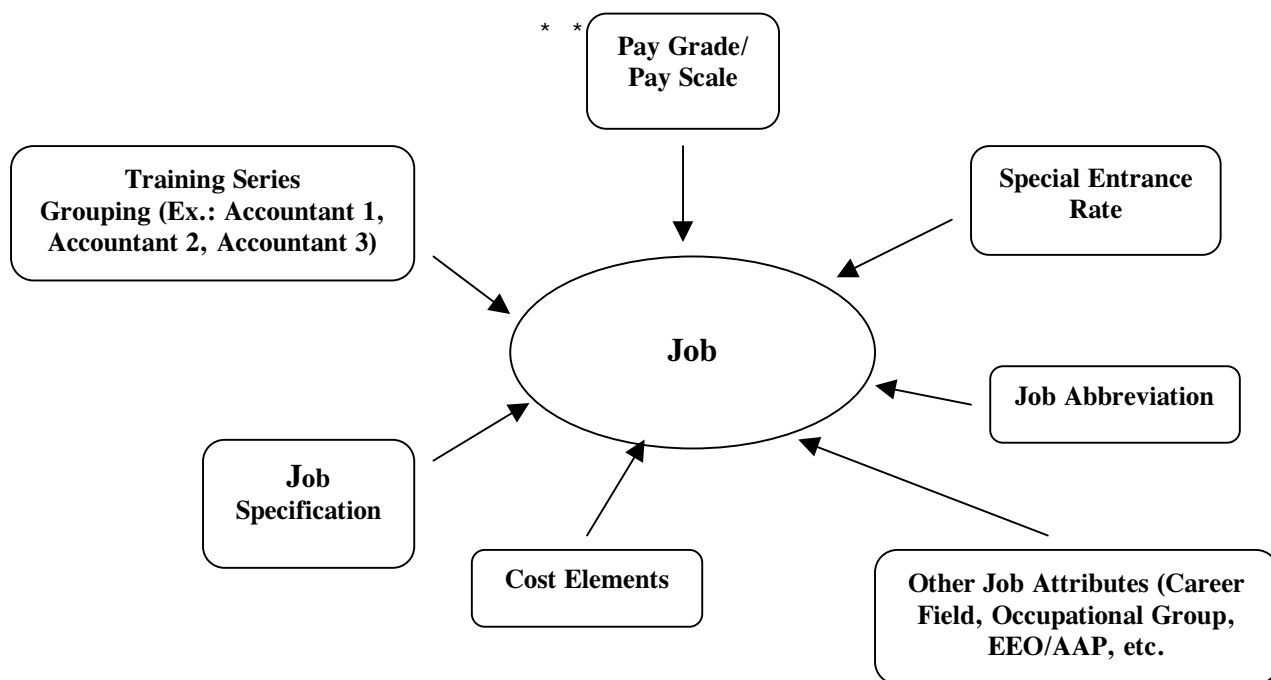
Understanding and knowing at what level objects are defined—the org unit level, job level, or position level—is critical. In ISIS-HR, you will find an object is generally defined (or attached) at the highest level we can logically do so. One important criteria in determining what level to define an object/attribute at is if most of the “inheriting” population would be grouped in that designation. For example, Cost Center is defined at the Org Unit level, since most positions in an organizational unit would be assigned the same Cost Center. So if we assign the Cost Center at the Org Unit, all the positions below it would “inherit” that cost center. However, if a position within that Org Unit is actually assigned to a different cost center, ISIS HR allows you to over-ride and specify the appropriate cost center for that position. In fact, it is possible to

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assign the cost center at the employee, or person level, such as in the case of an employee whose salary is paid from two or more cost centers, because of varied job assignments. Another example is that of Training Series designation. The Training Series designation will be attached at the job level based on designation by Civil Service. However, the end user will determine if the particular jobs/positions at his/her agency has been approved for Training Series designation and will override the TS attribute if not.

The diagrams that follow will lay out at what level some of the most significant objects in ISIS HR have been defined. It also will show the resulting "inheritance" relationship between objects.



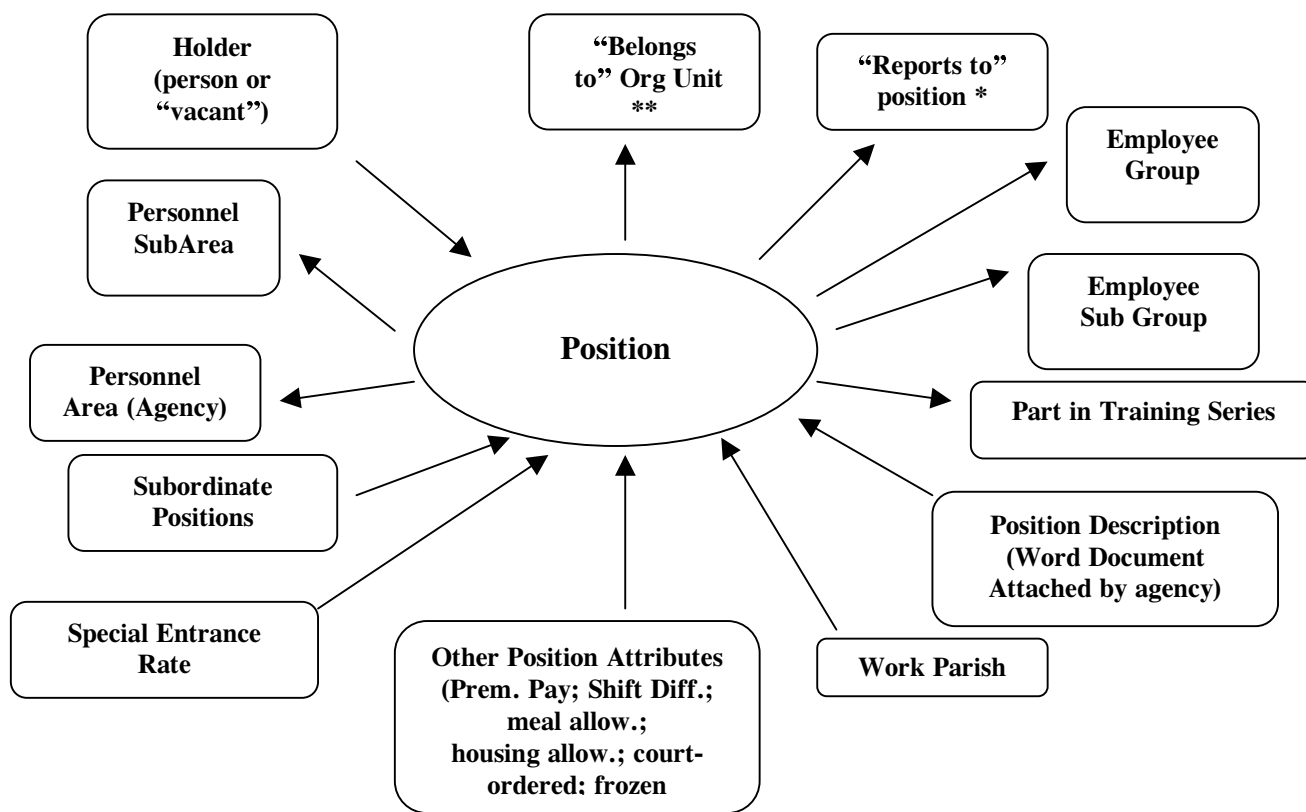
*These are the specific attributes that are defined at the "Job" level and will be "inherited" by the positions allocated to the job. The Training Series groupings are established and controlled by either Civil Service or State Police Civil Service. The agencies will be given the authority by Civil Service to designate their jobs as training series or not at agencies' request.*

*The GS/MS level will default and may not be over-ridden*

*As always, Civil Service and State Police Civil Service will maintain responsibility for establishment of jobs and ownership of the pay plans.*

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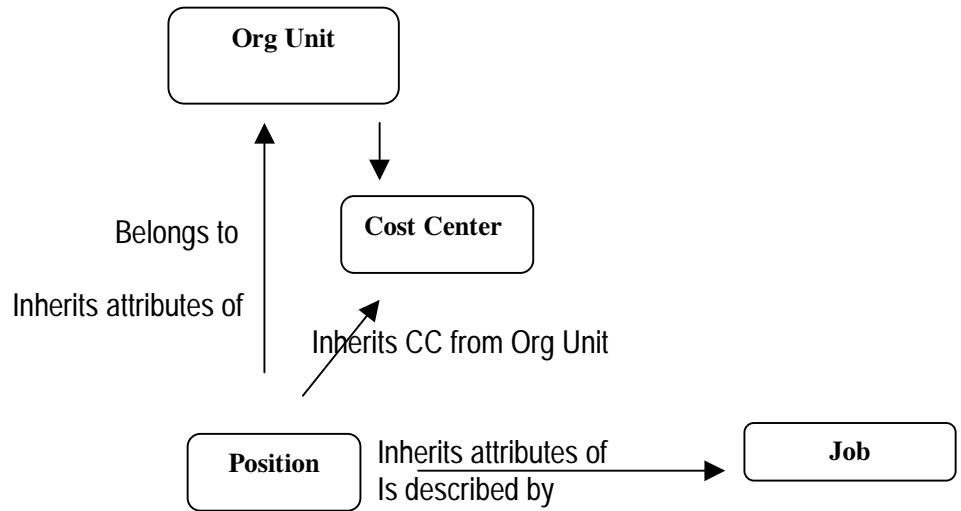
*These are the attributes that are defined at the position level. The position will also inherit the attributes of the job to which it is allocated.*

\* "Reports to" position will include position number and position title.

\*\* "Belongs to" organization unit will include Org number, Org name, and Cost Center. The Cost Center can be over-ridden. (Cost centers are attached at the Org unit level, and all positions within an organization unit will default to its designated cost center. However, if any one or more positions within the org actually is designated to another cost center, the cost center can be over-ridden and the appropriate cost center assigned to that position(s).

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*This diagram shows at a high level, a somewhat different view of the relationships among the organizational unit, cost center, position and job.*

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#### 14.1.2 THE ISIS HR HIERARCHY

##### Employee Group

Currently, there are four types of employee groups in the ISIS HR hierarchy:

**FT Hrly** – Employees who are full time, but require the number of hours worked to be recorded on the time record. For example, agencies using time clocks that specifically record each amount of time worked, or some employees on Restricted Appointment, WAE or Student appointment that requires exact hours worked to be recorded.

**FT Sal** – Employees who are full-time, paid biweekly and work on a set schedule. Agencies may elect to set up some of their temporary employees on FT Salary, such as Restricted Appointments, who will work on a set schedule for a given period of time. Example: Restricted Appointment works Monday – Friday, 8-5 for a 3 month period of time.

**PT Hrly** – Any employee who is part-time and scheduled to work less than 40 hours per week. This group would include students and WAE's.

**Per Diem** – Members of Boards or Commissions who are paid an amount to attend meetings or travel to the Board/Commission meetings.

Note: In ISIS HR, there are two types of time entry; positive and negative.

**Negative Time Entry** – only exceptions are added to the time file, such as absences (leave taken) and attendances (overtime worked, conferences attended).

**Positive Time Entry** – all hours including attendance hours must be added to the time file for payment to the employee. Time that must be entered includes regular attendance, absences (leave taken) and attendances (overtime worked). An employee may be indicated as FT Sal, but if time reporting is Positive Time Entry, all hours must still be added to the time file for the employee to be paid correctly.

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**Employee Subgroup**

*Each category below has an Exempt and Nonexempt designation. The definitions of Exempt and Nonexempt follows:*

**Exempt** – employees who are exempted or omitted from rules in the Fair Labor Standards Act (FLSA). Overtime consideration for these employees are in accordance with state or agency rules.

**Nonexempt** – employees who must adhere to or comply with the rules in the Fair Labor Standards Act. Overtime consideration for these employees are governed by FLSA.

**9 mo. Exempt Unclass** – unclassified employees whose salary is paid over a 9 month period of time within a year.

**9 mo. Nonexempt Unclass** - unclassified employees whose salary is paid over a 9 month period of time within a year.

**10 mo. Exempt Unclass** – unclassified employees whose salary is paid over a 10 month period of time within a year.

**10 mo. Nonexempt Unclass** - unclassified employees whose salary is paid over a 10 month period of time within a year.

**12 mo. Exempt Unclass** – unclassified employees whose salary is paid over the 12 month period and the period is not necessarily the calendar year, i.e., 4/15/99 – 4/14/00.

**12 mo. Nonexempt Unclass** - unclassified employees whose salary is paid over the 12 month period and the period is not necessarily the calendar year, i.e., 4/15/99 – 4/14/00.

**Classified Exempt** – employees of the state in the classified service governed by the Department of State Civil Service or the State Police Commission.

**Classified Nonexempt** – employee of the state in the classified service governed by the Department of State Civil Service or the State Police Commission.

**Classified Restricted Exempt** – temporary employee of the state in the classified service specifically appointed to a Restricted Appointment governed by the Department of State Civil Service.

**Classified Restricted Nonexempt** - temporary employee of the state in the classified service specifically appointed to a Restricted Appointment governed by the Department of State Civil Service.

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**Elected Officials Exempt** – employees who are elected to an office via the statewide election process. These employees are always exempt from the overtime rules in the Fair Labor Standards Act.

**Non State** – persons who are not considered employees of the state, but provides some form of service to the state such as employees of the District Attorney's Office, Assistant District Attorneys, Clients, Contractors, Professional Service Contracts, etc.

**Student/Intern Exempt** – persons who are employees of the state and bona fide students or interns in accredited educational institutions.

**Student/Intern Nonexempt** - persons who are employees of the state and bona fide students or interns in accredited educational institutions.

**Substitute Exempt Unclassified** – employee who is appointed as a substitute teacher or substitute paraeducator (replacement) and is in the unclassified service. The substitute can replace the teacher or paraeducator on a day-by-day basis or for a specified period of time.

**Substitute Nonexempt Unclassified** - employee who is appointed as a substitute teacher or substitute paraeducator (replacement) and is in the unclassified service. The substitute can replace the teacher or paraeducator on a day-by-day basis or for a specified period of time.

**Unclassified Appointees Exempt** – employees who are appointed by the Governor, elected officials and/or provided by the constitution. These appointments are in the unclassified service and may be heads of departments or board/commission members.

**Unclassified Regular Exempt** – state employees who are not in the regular classified Civil Service or State Police Commission. An example may be Instructors, persons assigned to special projects etc.

**Unclassified Regular Nonexempt** - state employees who are not in the regular classified Civil Service or State Police Service. An example may be Instructors, persons assigned to special projects, etc.

**Unclassified Temps Exempt** – employees who are not in the regular Classified Civil Service or State Police Commission and are on temporary appointments.

**Unclassified Temps Nonexempt** - employees who are not in the regular Classified Civil Service or State Police Commission and are on temporary appointments.



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#### Personnel SubArea

**NOTE:** *The first two subareas listed are the most commonly used categories. Any employee not assigned to any of the other subareas – Clients, Contractors, DA/ADAs, etc., will generally be assigned to one of the two “regular” designations. In the hierarchy, each Personnel Sub Area has the AFS financial system object that the salary will be charged to listed and the user will select the sub area based on the correct AFS object.. However, the object is not listed below as it does not change the definition.*

**Regular Leave Earned** – Employees who are in a leave earning status and earns leave. This personnel subarea may be combined with several employee subgroups, i.e., classified, unclassified, 9 month, etc.

**Regular Non-Leave** – Employees who are not in a leave earning status and does not earn leave. This personnel subarea may be combined with several employee subgroups, i.e., classified, unclassified, Classified Restricted, etc.

**Board/Commission Members** – Persons who are members of boards and commissions and paid on per diem. The board or commission membership/appointment is in the unclassified service. Some employees may be members of the classified service and are appointed or selected for membership on boards and commissions.

**Clients** – Persons who are clients or patients of state facilities/programs (primarily, but not limited to DHH) who are paid for tasks performed. These employees will be included in the **Non State** employee subgroup.

**Contractors/Other Charges Prof. Serv.** – Individuals employed to provide services in specialized or highly technical fields outside of state government through an approved contract or professional services agreement. These individuals will be included in the **Non State** employee subgroup.

**Contracts/Medical & Dental** – Individuals providing professional medical and dental services, other than veterinary services provided by sources outside of state government. These individuals will be included in the **Non State** employee subgroup.

**DA/ADAs** – Persons who are District Attorneys and Assistant District Attorneys. These individuals will be included in the **Non State** employee subgroup.

**Evening Instructors** – Persons who are employed as instructors to teach evening classes at the various educational facilities, i.e., Louisiana Community & Technical College System (formerly Vo Tech schools).

**State Troopers-Leave Earned** – persons in the State Police Service in a leave earning status governed by the State Police Commission Rules.

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**WAE (While Actually Employed)** – Persons who are employed only when needed by the employer. The employee may work for specific time periods during the year and the hours worked are sporadic. These employees may fall in the Unclassified Temps or Classified employee subgroups.

**Corrections Officer** – employees who are in specific job titles that contribute to LASERS at a different contribution rate from other state employees. An example is: Corrections Cadet who contributes at 9% and other state employees contribute at 7.5%. **(Note: There are other groups of employees at other agencies who contribute to LASERS at a different rate, but these are a smaller number of employees and the designation of those employees will be handled in a different manner).**

**Contract/Certified** – employees who are on a contracted period of appointment and maintain certification to teach in the State of Louisiana, i.e., certified teachers at state educational facilities such as the special schools.

**Contract/Non-Certified** - employees who are on a contracted period of appointment but do not maintain teacher certification, i.e., non-certified teachers at state educational facilities such as the special schools.

**Non-Contract/Certified** – employees who are on an indefinite appointment and maintain certification as a teacher in the State of Louisiana, i.e., unclassified staff at state educational facilities such as Coaches and Principals who also maintain certification for teaching.

**Non-Contract/Non-Certified** – employees who are on an indefinite appointment and do not maintain certification as a teacher in the State of Louisiana, i.e., unclassified staff at state educational facilities such as Coaches and Principals who are not certified to teach.

**Paraeducator** – employees who are the support staff members to teachers in the state's educational facilities, i.e., teacher's aides, tutors, etc.

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### 14.1.3 SALARY AND RELATED BENEFIT OBJECTS

2100 - Salaries-Classified-Regular	
2110 - Salaries-Classified-Overtime	
2120 - Salaries-Classified-Termination	
2130 - Salaries-Unclassified-Regular	Not currently used in UPS. Currently charged to 2100 in UPS
2140 - Salaries-Unclassified-Overtime	Not currently used in UPS. Currently charged to 2110 in UPS
2150 - Salaries-Unclassified-Termination	Not currently used in UPS. Currently charged to 2120 in UPS
2200 - Wages	
2210 - Student Labor	
2220 - Compensation of Board Members	
2300 - Retirement Contributions - State Employees	
2310 - Retirement Contributions - School Employee	
2320 - Retirement Contributions - Teachers	
2340 - Retirement Contributions - Other	
2350 - F.I.C.A. Tax	
2360 - Medicare FICA Tax	
2380 - Group Insurance Contributions	
3440 - Medical and Dental	
3670 - Other Charges - Salaries	
3671 - OC-Salaries-Classified-Overtime	New object created for ISIS/HR-Currently charged to 3670 in UPS
3672 - OC-Salaries-Classified-Termination	New object created for ISIS/HR-Currently charged to 3670 in UPS
3681 - Other Charges - Wages	New object created for ISIS/HR-Currently charged to 3680 in UPS
3682 - Other Charges-Student Labor	New object created for ISIS/HR-Currently charged to 3680 in UPS
3691 - OC-Retirement Contributions-State Employee	New object created for ISIS/HR-Currently charged to 3690 in UPS
3692 - OC-Retirement Contributions - Teacher	New object created for ISIS/HR-Currently charged to 3690 in UPS
3693 - OC-Retirement Contributions -Other	New object created for ISIS/HR-Currently charged to 3690 in UPS
3694 - OC-F.I.C.A. Tax	New object created for ISIS/HR-Currently charged to 3690 in UPS
3695 - OC-Medicare F.I.C.A. Tax	New object created for ISIS/HR-Currently charged to 3690 in UPS
3696 - OC-Group Insurance Contributions	New object created for ISIS/HR-Currently charged to 3690 in UPS
3740 - Other Charges - Professional Services	
5200 - AUX Programs - Salaries	
5210 - AUX Programs - Other Compensation	
5220 - AUX Programs - Related Benefits	

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Work In Progress

14.1.6 VALID HIERARCHY COMBINATIONS - TEACHERS																								
EE SUB GROUP	PERSONNEL SUB AREA	EE GROUP	Reg Pay Hrly & Salry	Overt ime S/T	Overt ime 1 1/2	Annual & Sick Term. Pay	Prem Pay	Shift Diff.	On Call Pay	Per Diem	Award & Recog.	One Time Court Setlmt.	Incen. Award	PIPS	Summer Earnings	PreDeath Earnings YOD	PreDeath Earnings YAD	*RETIREMENT				OASDI	Medi	Group Bene.
																		LASERS	Teachers	School Employees	Other			
9 Mo. Exempt Unclass.	Contract/Certified(2130)	FT Hrly	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
9 Mo. Exempt Unclass.	Contract/Certified(2130)	FT Sal	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
9 Mo. Exempt Unclass.	Contract/Certified(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
9 Mo. Exempt Unclass.	Contract/Certified(2200)	FT Sal	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
9 Mo. Exempt Unclass.	Contract/Certified(3670)	FT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
9 Mo. Exempt Unclass.	Contract/Certified(3670)	FT Sal	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
9 Mo. Exempt Unclass.	Contract/Certified(3681)	FT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
9 Mo. Exempt Unclass.	Contract/Certified(3681)	FT Sal	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
9 Mo. Exempt Unclass.	Contract/Non Certified(2130)	FT Hrly	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
9 Mo. Exempt Unclass.	Contract/Non Certified(2130)	FT Sal	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
9 Mo. Exempt Unclass.	Contract/Non Certified(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
9 Mo. Exempt Unclass.	Contract/Non Certified(2200)	FT Sal	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
9 Mo. Exempt Unclass.	Contract/Non Certified(3670)	FT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
9 Mo. Exempt Unclass.	Contract/Non Certified(3670)	FT Sal	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
9 Mo. Exempt Unclass.	Contract/Non Certified(3681)	FT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
9 Mo. Exempt Unclass.	Contract/Non Certified(3681)	FT Sal	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
9 Mo. Nonexempt Unclass.	Paraeducator(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
9 Mo. Nonexempt Unclass.	Paraeducator(2200)	FT Sal	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
9 Mo. Nonexempt Unclass.	Paraeducator(3670)	FT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
9 Mo. Nonexempt Unclass.	Paraeducator(3670)	FT Sal	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
9 Mo. Nonexempt Unclass.	Paraeducator(3681)	FT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
9 Mo. Nonexempt Unclass.	Paraeducator(3681)	FT Sal	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
10 Mo. Exempt Unclass.	Contract/Certified(2130)	FT Hrly	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
10 Mo. Exempt Unclass.	Contract/Certified(2130)	FT Sal	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
10 Mo. Exempt Unclass.	Contract/Certified(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
10 Mo. Exempt Unclass.	Contract/Certified(2200)	FT Sal	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
10 Mo. Exempt Unclass.	Contract/Certified(3670)	FT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
10 Mo. Exempt Unclass.	Contract/Certified(3670)	FT Sal	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
10 Mo. Exempt Unclass.	Contract/Certified(3681)	FT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
10 Mo. Exempt Unclass.	Contract/Certified(3681)	FT Sal	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
10 Mo. Exempt Unclass.	Contract/Non Certified(2130)	FT Hrly	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
10 Mo. Exempt Unclass.	Contract/Non Certified(2130)	FT Sal	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
10 Mo. Exempt Unclass.	Contract/Non Certified(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380

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Work In Progress

EE SUB GROUP	PERSONNEL SUB AREA	EE GROUP	Reg Pay Hrly & Salary	Overtime S/T	Overtime 1 1/2	Annual & Sick Term. Pay	Prem Pay	Shift Diff.	On Call Pay	Per Diem	Award & Recog.	One Time Court Setlmt.	Incen. Award	PIPS	Summer Earnings	PreDeath Earnings YOD	PreDeath Earnings YAD	*RETIREMENT				OASDI	Medi	Group Bene.
																		LASERS	Teachers	School Employees	Other			
10 Mo. Exempt Unclass.	Contract/Non Certified(2200)	FT Sal	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
10 Mo. Exempt Unclass.	Contract/Non Certified(3670)	FT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
10 Mo. Exempt Unclass.	Contract/Non Certified(3670)	FT Sal	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
10 Mo. Exempt Unclass.	Contract/Non Certified(3681)	FT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
10 Mo. Exempt Unclass.	Contract/Non Certified(3681)	FT Sal	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
10 Mo. Nonexempt Unclass.	Paraeducator(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
10 Mo. Nonexempt Unclass.	Paraeducator(2200)	FT Sal	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
10 Mo. Nonexempt Unclass.	Paraeducator(3670)	FT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
10 Mo. Nonexempt Unclass.	Paraeducator(3670)	FT Sal	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
10 Mo. Nonexempt Unclass.	Paraeducator(3681)	FT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
10 Mo. Nonexempt Unclass.	Paraeducator(3681)	FT Sal	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Contract/Certified(2130)	FT Hrly	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Contract/Certified(2130)	FT Sal	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Contract/Certified(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Contract/Certified(2200)	FT Sal	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Contract/Certified(3670)	FT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Contract/Certified(3670)	FT Sal	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Contract/Certified(3681)	FT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Contract/Certified(3681)	FT Sal	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Contract/Non Certified(2130)	FT Hrly	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Contract/Non Certified(2130)	FT Sal	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Contract/Non Certified(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Contract/Non Certified(2200)	FT Sal	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Contract/Non Certified(3670)	FT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Contract/Non Certified(3670)	FT Sal	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Contract/Non Certified(3681)	FT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Contract/Non Certified(3681)	FT Sal	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Non-Contract/Certified (2130)	FT Hrly	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Non-Contract/Certified (2130)	FT Sal	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Non-Contract/Certified (2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Non-Contract/Certified (2200)	FT Sal	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Non-Contract/Certified (3670)	FT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Non-Contract/Certified (3670)	FT Sal	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Non-Contract/Certified (3681)	FT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Non-Contract/Certified (3681)	FT Sal	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696

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Work In Progress

EE SUB GROUP	PERSONNEL SUB AREA	EE GROUP	Reg Pay Hrly & Salary	Overtime S/T	Overtime 1 1/2	Annual & Sick Term. Pay	Prem Pay	Shift Diff.	On Call Pay	Per Diem	Award & Recog.	One Time Court Setlmt.	Incen. Award	PIPS	Summer Earnings	PreDeath Earnings YOD	PreDeath Earnings YAD	*RETIREMENT				OASDI	Medi	Group Bene.
																		LASERS	Teachers	School Employees	Other			
12 Mo. Exempt Unclass.	Non-Contract/Non Cert (2130)	FT Hrly	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Non-Contract/Non Cert (2130)	FT Sal	2130	2140	2140	2150	2130	2130	2130	N/A	2130	2130	2130	3670	2130	2130	2130	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Non-Contract/Non Cert (2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Non-Contract/Non Cert (2200)	FT Sal	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
12 Mo. Exempt Unclass.	Non-Contract/Non Cert (3670)	FT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Non-Contract/Non Cert (3670)	FT Sal	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Non-Contract/Non Cert (3681)	FT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
12 Mo. Exempt Unclass.	Non-Contract/Non Cert (3681)	FT Sal	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
Substitute Exempt Unclass.	Contract/Certified(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Substitute Exempt Unclass.	Contract/Certified(2200)	PT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Substitute Exempt Unclass.	Contract/Non Certified(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Substitute Exempt Unclass.	Contract/Non Certified(2200)	PT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Substitute Exempt Unclass.	Paraeducator(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Substitute Exempt Unclass.	Paraeducator(2200)	PT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Substitute Nonexempt Unclass	Contract/Certified(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Substitute Nonexempt Unclass	Contract/Certified(2200)	PT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Substitute Nonexempt Unclass	Contract/Non Certified(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Substitute Nonexempt Unclass	Contract/Non Certified(2200)	PT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Substitute Nonexempt Unclass	Paraeducator(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Substitute Nonexempt Unclass	Paraeducator(2200)	PT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Unclass. Temps Exempt	Regular - Non Leave(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Unclass. Temps Exempt	Regular - Non Leave(2200)	PT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Unclass. Temps Exempt	Regular - Non Leave(3670)	FT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
Unclass. Temps Exempt	Regular - Non Leave(3670)	PT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
Unclass. Temps Exempt	Regular - Non Leave(3681)	FT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
Unclass. Temps Exempt	Regular - Non Leave(3681)	PT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
Unclass. Temps Exempt	Evening Instructors(2230)	FT Hrly	2230	2230	2230	2150	2230	2230	2230	N/A	2230	2230	2230	3670	2230	2230	2230	2300	2320	2310	2340	2350	2360	2380
Unclass. Temps Exempt	Evening Instructors(2230)	PT Hrly	2230	2230	2230	2150	2230	2230	2230	N/A	2230	2230	2230	3670	2230	2230	2230	2300	2320	2310	2340	2350	2360	2380
Unclass. Temps Nonexempt	Regular - Non Leave(2200)	FT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Unclass. Temps Nonexempt	Regular - Non Leave(2200)	PT Hrly	2200	2200	2200	2150	2200	2200	2200	N/A	2200	2200	2200	3670	2200	2200	2200	2300	2320	2310	2340	2350	2360	2380
Unclass. Temps Nonexempt	Regular - Non Leave(3670)	FT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
Unclass. Temps Nonexempt	Regular - Non Leave(3670)	PT Hrly	3670	3671	3671	3672	3670	3670	3670	N/A	3670	3670	3670	3670	3670	3670	3670	3691	3692	3693	3693	3694	3695	3696
Unclass. Temps Nonexempt	Regular - Non Leave(3681)	FT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
Unclass. Temps Nonexempt	Regular - Non Leave(3681)	PT Hrly	3681	3681	3681	3681	3681	3681	3681	N/A	3681	3681	3681	3670	3681	3681	3681	3691	3692	3693	3693	3694	3695	3696
Unclass. Temps Nonexempt	Evening Instructors(2230)	FT Hrly	2230	2230	2230	2150	2230	2230	2230	N/A	2230	2230	2230	3670	2230	2230	2230	2300	2320	2310	2340	2350	2360	2380

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SYSTEM CONFIGURATION

Work In Progress

EE SUB GROUP	PERSONNEL SUB AREA	EE GROUP	Reg Pay Hrly & Salry	Overt ime S/T	Overt ime 1 1/2	Annual & Sick Term. Pay	Prem Pay	Shift Diff.	On Call Pay	Per Diem	Award & Recog.	One Time Court Setlmt.	Incen. Award	PIPS	Summer Earnings	PreDeath Earnings YOD	PreDeath Earnings YAD	*RETIREMENT				OASDI	Medi	Group Bene.
																		LASERS	Teachers	School Employees	Other			
Unclass. Temps Nonexempt	Evening Instructors(2230)	PT Hrly	2230	2230	2230	2150	2230	2230	2230	N/A	2230	2230	2230	3670	2230	2230	2230	2300	2320	2310	2340	2350	2360	2380